

**Town of West Paris, Maine**  
**Establishment of West Paris Planning Board Ordinance**  
Enacted: March 1973  
Amended: March 1995, March 2022

1) Establishment:

Pursuant to M.R.S.A. Const. Art. VIII-A and 30 M.R.S.A. 1917, the town of West Paris hereby establishes the Planning Board.

2) Appointment:

A. Appointments to the board shall be made by the Municipal Officers (Selectboard).

B. The board shall consist of 5 members and 2 associate members.

C. The term of office of each member and the associate members shall be 3 years.

D. When there is a permanent vacancy, the Municipal Officers (Selectboard) shall within 60 days of its occurrence appoint a person to serve for the unexpired term.

E. Not more than 1 Municipal Officer may serve as a member or associate member.

F. Not more than 2 non-residents of the Town of West Paris may serve as a member or associate member.

3) Organization and Rules:

A. The board shall elect a Chairman and a Secretary from among its members and create and fill such other offices as it may determine. The term of all offices shall be 1 year with eligibility for re-election.

B. When a member is unable to act because of interest, physical incapacity, absence, or any other reason satisfactory to the Chairman, the Chairman shall designate an associate member to sit in his stead.

C. An associate member may attend all meetings of the board and participate in its proceedings but may vote only when he has been designated by the Chairman to sit in for a member.

D. Any question of whether a member shall be disqualified from voting on a particular matter shall be decided by a majority vote of the members except the member who is being challenged.

E. No meeting of the board shall be held without a quorum consisting of 3 members or associate members authorized to vote.

F. The Board shall adopt rules for transactions of business and the Secretary shall keep a record of its resolutions, transactions, correspondence, findings, and determinations. All records shall be deemed public and may be inspected at a reasonable time.

4) Duties and Powers:


A. The Board shall prepare a Comprehensive Plan as defined by 30 M.R.S.A. 49761. A Comprehensive Plan that is adopted by the Board shall control until superseded by provisions adopted by the Town's legislative board.

B. The Board shall perform such duties and exercise such powers as are provided by the Town's ordinances and the laws of the State of Maine.

C. The Board may obtain goods and services necessary to its proper function within the limits of appropriations made for purpose.

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Signed by the West Paris, Maine Board of Selectmen on the 27<sup>th</sup> day of January, 2022.

  
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John Eli White, Selectman

Dale Piirainen, Selectman

Attest: A true copy of an ordinance entitled "Establishment of West Paris Planning Board Ordinance" as certified to me by the municipal officers of West Paris, Maine on the 27<sup>th</sup> day of January, 2022.

  
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Joy M. Downing

Town Clerk, West Paris